NEW VICTORIA HOSPITAL

**JOB DESCRIPTION**

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| **POSITION INFORMATION** |
| 1. **Job Details** |
| Post/Title: **Clinical Nurse Specialist to support Andrology Services**  Responsible To: **Director of Clinical Services**  Accountable To: **Director of Clinical Services** |
| 1. **Job Summary**   (A brief description of the main purpose of the post) |
| * To provide advanced clinical/direct care, improve access to services and work collaboratively regarding patient care pathways, ensuring a high standard of working practice and leadership at all levels of the organisation. * To work in the best interest of the individual and adhere to professional guidelines and codes of practice in improving the patient experience and quality of safe care * To advocate for the individual receiving treatment for gender dysphoria and related treatment and therapies * To work with integrity and honesty in leading the improvement of services in evidence-based practice, working in an integral manner with multi-disciplinary professionals |
| 1. **Role of the Department**   (The function of the department in which the post holder works) |
| To provide exceptional nursing care to all patients of New Victoria Hospital.  As part of a dedicated team you'll work collaboratively to meet the needs of patients, within the framework of New Victoria Hospital’s policies and procedures. |
| 1. **Key Working Relationships**   (The range of individuals and organisations the post holder has contact with, how regularly and for what purpose) |
| * Patients and their visitors * All members of the nursing team * Consultant users * RMOs * All other medical disciplines * All other employees * NHSE |
| 1. **Duties and Responsibilities of the Post** |
| **Professional**   * To maintain current registration with the NMC and to comply with the NMC’s ‘The Code’, Standards of Conduct, and Performance and Ethics for Nurses and Midwives * To develop a team approach to equality and diversity, ensuring relevant policies and procedures are implemented in practice and acted upon if discrimination occurs * To participate in research and be able to evaluate outcomes to ensure that clinical practice, protocols and standards of care are evidence-based * To participate in annual reviews or planning days based on the performance outcomes of the service * To contribute to both nursing and multi-disciplinary research within the specialist area * To alert appropriate individuals and organisations to gaps in evidence and/or practice knowledge and, as either a principal investigator or in collaboration with others, support and conduct research that is likely to enhance practice * To establish strong working links with other key colleagues, both within and outside the Hospital * To provide reports to the Board and other committees as required * To observe the codes of confidentiality to patients, medical staff and colleagues * To be proactively involved in developing strategies and undertaking activities that monitor and improve the quality of health care, and the effectiveness of their own and others’ practice * To understand the principles and practice the correct procedures with regards to Infection Control, CPR, Manual Handling and Lifting, Fire and Health & Safety * To meet all mandatory training update requirements within the required timeframe * To carry out delegated duties within the sphere of the positions capability and authority * To safeguard the individual and provide relevant support and information in line with current policy and procedures to protect adults and children     **Clinical**   * To role model, innovate and empower staff to make sound clinical decisions and lead the nursing team forward in supporting the patient’s whole journey * To use advanced clinical judgement to plan, implement and evaluate care for patients with complex physical and psychological problems * To undertake Nurse Led Clinics in the Outpatient department working closely alongside the Medical team supporting patients with complex problems * To foster communications between patients, families, carers and health professionals and to provide relevant support, information, education and counselling as required and within an advocacy role * To participate in regular audits and develop improvement plans for care pathways * To ensure that the dignity, safety and well-being of the patients are respected at all times * To undertake nurse-prescribing practices for patients in accordance with local   policies and national standards, relating to independent and supplementary nurse prescribing   * To facilitate and participate in formal and informal reflective reviews of nursing care * To work within a flexible approach that is responsive to patient / client need * To draw on a diverse range of knowledge in clinical reasoning and decision making to determine evidence-based therapeutic interventions (which may include   prescribing medication and actively monitoring the effectiveness of therapeutic interventions)   * To identify the need for change, assessing risk and mitigating for it, proactively generate practice innovations and lead new practice and service redesign solutions to better meet the needs of patients and the service * To contribute to the development and implementation of evidence-based protocols, documentation processes, standards, policies and clinical guidelines through interpreting and synthesising information from a variety of sources and promoting their use in practice * To provide effective teaching to individual patients and their families   **Administration and Personnel**   * To keep the Nurse in Charge/Director of Clinical Services informed of any changes in matters relating to patients, staff or ward * To provide advice and support to other members of the multi-disciplinary team in relation to specialist nursing practice in gender dysphoria and related treatment and therapies * To use expertise to provide practical strategies to solve problems identified by other health care workers * To provide effective formal and informal teaching and training of nursing staff and health care workers as appropriate to speciality * To participate in formal teaching of specific developmental priorities in line with the Hospital’s training plan * To actively participate in the process of clinical supervision and act as a clinical supervisor * To play a key role in the Clinical Governance framework * To report, without delay, any incidents, accidents and complaints via the Datix reporting system and to the Nurse in Charge/Director of Clinical Services * To observe all pertinent charging procedures * To ensure professional behaviour, appearance and attitudes are maintained * To co-operate within the nursing and multi-disciplinary team to maintain effective teamwork through good communication * To participate and assist in the practical induction and orientation programmes for new staff * To attend and contribute constructively to the regular ward meetings and to support the clinical Heads of Department in the continuing development of their departments by helping to identify and resolve specific organisational problems that may arise, with the delivery of the services * To develop a reflective style of nursing practice leading to an annual performance review incorporating self-assessment * To behave with integrity and dignity at all times in support of the Director of Clinical Services and the Hospital * To undertake other relevant duties as required by the Director of Clinical Services |
| **INDIVIDUAL RESPONSIBILITIES** |
| 1. **General** |
| The post holder is expected to:   * Adhere to Hospital policies and procedures and relevant legislation, including the requirements of any professional bodies * Attend mandatory training as identified by the Hospital * Develop own knowledge, skills and experience through supervision practice and educational opportunities within the spirit of lifelong learning * Work as part of a team and collaborate with colleagues * Ensure good communication links are established with all other departments within the Hospital * Maintain a high level of security awareness |
| 1. **Health and Safety** |
| Employees must be aware of the responsibilities placed upon them under the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for employees and visitors. |
| 1. **Risk Management** |
| All staff has a responsibility to report all clinical and non-clinical accidents, incidents or near-misses promptly via Datix and to co-operate with any necessary investigations undertaken. |
| 1. **Confidentiality and Information Governance** |
| The post holder must keep up to date with the requirements of information governance; undertake mandatory training and follow the Hospital policies and procedures to ensure that Hospital information is dealt with legally, securely, efficiently and effectively.  It is important that the post holder processes personal identifiable information only in accordance with the Hospital’s Information Security policy.  The post holder must manage the records they create or hold during the course of their employment with the Hospital in an appropriate way, making the records available for sharing in a controlled manner subject to statutory requirements and agreed security and confidentiality policies, procedures and guidelines e.g. ISO27001, the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), Freedom of Information Act 2000, Caldicott Guidelines and professional codes of conduct on confidentiality.  It is likely that the post holder will be in contact at some time with a form of information system, and therefore are responsible for implementing and maintaining data quality. The post holder, when making entries into the records, must ensure that these are legible and attributable and that the record keeping is contemporaneous. It is essential that all information recorded is accurate, complete and relevant. |
| 1. **Equality and Diversity** |
| Employees are responsible for ensuring that they assist in the implementation of this the Hospital’s Equality and Diversity policy by:   * Not discriminating in the course of their employment against fellow employees, customers, suppliers, or members of the public with whom they come into contact * Not inducing or attempting to induce others to practice unlawful discrimination and reporting any discriminating action to the Hospital management |
| 1. **Infection Control** |
| It is a requirement of the Department of Health that all Healthcare workers accept personal responsibility for compliance with infection control policies and procedures at any time when working in clinical areas. |
| 1. **Safeguarding Children and Vulnerable Adults** |
| It is the responsibility of the post holder to be familiar with their role and responsibility around safeguarding children and adults at risk. |
| 1. **Disclosure and Barring Service Check** |
| This post requires the disclosure of all criminal record information including details and dates of ‘spent’ convictions, cautions, reprimands, final warnings, police enquiries and pending prosecutions through the Disclosure and Barring Service check. If necessary you will be asked to submit written details in relation to this requirement, as well as any other information that will allow us to make a fair decision as to your suitability. |

**PERSON SPECIFICATION**

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| Factor | Essential | Desirable |
| Qualifications | * Registered Nurse (Adult) Part 1 of the NMC register. * Formal teaching/mentoring qualification. * Evidence of Continuing Professional Development. | * Post graduate certificate Urology Practice or equivalent (Masters level) or * Post graduate certificate in wound care management |
| Knowledge | * Accountability with regard to NHSE pathway | * Leadership training |
| Experience | * Evidence of managing teams/individuals. * Ability to demonstrate clinical expertise. * Act as a professional role model. | * Minimum of 2 years surgical experience supporting andrology services or complex wound management * Has contributed to formal training programmes for professional staff |
| Skills and aptitude | * Exceptional communication skills (written and verbal) with the ability to demonstrate fluency, clarity and effectiveness at all levels. * Ability to prioritise workload and delegate effectively. * Ability to co-ordinate an emergency situation. | * Conversant with current professional issues and relevant research |
| Personal circumstances | * Ability to work as part of a team * Ability to lead a service * Flexible and responsive to change. |  |